

# College Station.

Embracing the Past, Exploring the Future.



## Resident's Guide to City Services

# **The City of College Station**

**1101 Texas Avenue**

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# Useful City Phone Numbers

**GENERAL INFORMATION ..... 764-3500**

## 24-HOUR NUMBERS

**Ambulance, Fire, Police - Emergency Calls Only ..... 911**

**Public Utilities/Public Works ..... 764-3638**

Traffic Signal Problems, Electric Outages, Water/Sewer Problems

**Athletic Field Status after 4:00 p.m.**

Adult Softball Fields..... 764-3732

Other City Sports Fields, Tennis..... 764-3668

Youth Soccer Fields, Junior Girls Softball Fields..... 764-3749

Little League Fields..... 764-3644

## ACTION NUMBERS

**Citizen Complaints..... 764-3500**

**Noise Ordinance Violations..... 764-3600**

**Community Enhancement Action Center..... 764-6363**

Weeds & Tall Grass

Parking Inquiries, Junk Vehicles

Illegal Dumping, Containers Left at Curb

**Dead Animals..... 764-3690**

**Animal Control, Dogs Barking..... 764-3600**

**Neighborhood Crime Watch..... 764-3611**

## FIRE AND AMBULANCE - Emergency Calls Only 911

**Non-Emergency Calls..... 764-3700**

**Fire Marshal..... 764-3781**

**Ambulance Billing..... 764-3568**

**Inspection Services..... 764-3705**

## POLICE - Emergency Calls Only ..... 911

**Non-Emergency Calls..... 764-3600**

**Telecommunication Devices for the Deaf..... 693-3353**

## PARKS & RECREATION

**Special Events..... 764-3408**

**Swimming Pools**

Adamson Lagoon, Bee Creek Park..... 764-3735

Hallaran Pool & Athletic Park ..... 764-3787

Thomas Pool / Thomas Park ..... 764-3721

Parks Information and Rentals ..... 764-3773

## UTILITY CUSTOMER SERVICE

**ePAY - Payments..... 764-epay**

**Utility Billing, Collections, Connections, Disconnects..... 764-3535**

**24-Hour Utility Repair Service..... 764-3638**

**PUBLIC LIBRARY ..... 764-3416**

## How College Station Began

The City of College Station is a young municipality, with its beginnings in the founding of Texas A&M College. Texas' first state institution of higher education, the College was inaugurated in 1876.

Because of the school's isolation, school administrators provided facilities on its campus for those who were associated with the college. The campus became the focal point of community development. The area was designated "College Station, Texas" by the Postal Service in 1877. The name was derived from the train station located to the west of the campus.

Integration of community and college influenced development of the municipality. The City of College Station was incorporated in 1938.

Texas A&M College had grown to the point that school officials could no longer furnish the necessary facilities for those who lived and worked on campus.

During the 1940s and 1950s, municipal amenities began to be developed for the residents. The 1960s was a period of rapid expansion in College Station, as female students became eligible for admission to Texas A&M University.

College Station's primary goal has been strategic planning used to encourage and maintain the City's organized growth. Well-planned residential, commercial and "clean" industrial growth that contribute to a high standard of living are welcomed in the community.

College Station residents can enjoy this high quality of life because of the foresight and planning of its leaders.

# City Council Mission Statement

On behalf of the citizens of College Station, home of Texas A&M University, the City Council will promote and advance the quality of life of the community.

## Core Values

- ∞ Collaboration and cooperation
- ∞ Regionalism
- ∞ Active member of the Brazos Valley community
- ∞ We support activities that promote municipal empowerment
- ∞ Excellence in customer service
- ∞ Fiscal responsibility
- ∞ Promote health, safety and general well-being of the community
- ∞ Promote involvement and participation of the citizenry

## *Visions for the 21<sup>st</sup> Century*

### Vision Statement #1

#### **Core Services**

We will provide high quality customer focused basic city services at a reasonable cost.

### Vision Statement #2

#### **Parks and Leisure Services**

We will provide a large range of recreational and cultural arts opportunities.

### Vision Statement #3

#### **Planning and Development**

We will provide a well-planned community.

### Vision Statement #4

#### **Economic Development**

We will provide a strong and diverse economic environment.

# Elected Officials: Mayor & City Council

## Government

Incorporated in 1938, College Station is a home-rule City that operates under the Council-Manager form of government. The Mayor and six Council Members are elected at-large by place in yearly citywide elections for two-year terms of office. This system staggers the Council terms so there are always experienced Council members, maintaining the Council's stability.

## Contacting Your Elected Officials

Council members can be contacted at 764-3541. A list of current elected officials can be obtained by calling the City Secretary's Office. This list includes individual contact information, such as telephone numbers and e-mail addresses. All written correspondence to Council members should be sent to their attention at the following address:

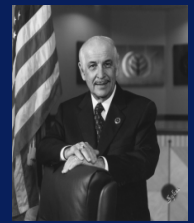
**City of College Station**  
**Attn: City Council** (or appropriate Council Member's name)  
**P.O. Box 9960**  
**College Station, TX 77842**

## Meetings

City Council meetings are held on the 2nd and 4th Thursdays of each month. Meetings take place in the College Station City Hall, 1101 Texas Avenue, and are open to the public. Council Workshop meetings are held at 3:00 p.m. preceding the Regular Council meeting, which begins at 7:00 p.m. Regular Council meetings can be viewed live on Cox Cable Channel 19 or during regularly scheduled rebroadcasts. In addition to the regularly scheduled meetings, special meetings may be held after notice of such a meeting is properly posted and publicized.

## Hear Visitors

Time is set aside at 7:00 p.m. during each regular City Council meeting for the Mayor to open the floor to citizens wishing to address the City Council on City-related issues not scheduled on the published agenda. Citizens are asked to limit presentations to three minutes. The Council receives the information and can ask City staff to look into the matter or place the matter on a future agenda for discussion.



Ron Silvia, Mayor



Anne Hazen, Mayor Pro Tem



James Massey Place 1



John Happ, Councilman Place 2



Robert Waring, Councilman Place 3



Scott Mears, Councilman Place 4



Dennis Maloney, Councilman Place 5

**Citizen Committees are College Station's key to citizen input on important issues concerning growth, preservation and improvement.**

**These citizen committees are appointed by the City Council.**



**For information concerning the activities of these committees or how to become a member, call 764-3541.**



**Online application forms are available at [www.ci.college-station.tx.us](http://www.ci.college-station.tx.us).**

# Citizen Committees

## Business Development Corporation

Makes policy recommendations regarding economic development issues that are unrelated to the purview of the B/CS Economic Development Corporation.

## Cemetery Committee

Advises the Council regarding policies relating to the City-owned-and-operated cemetery.

## Construction Board of Adjustments & Appeals

Hears appeals of decisions and interpretations of the Building Official and considers variances to the terms of the Technical Codes.

## Facade Improvement Committee

Reviews applications for proposed projects in areas of the City that meet renovation standards and guidelines.

## Historic Preservation Committee

Assists in the collection and preservation of history of the City and provides for a historical education of the City for citizens.

## Library Committee

Recommends policies and programs for the advancement of the Bryan and College Station libraries.

## Joint Relief Funding Review Committee

Members appointed from both cities review and recommend levels of funding for outside agencies by the cities.

## Parks & Recreation Board

Advises and makes recommendations to the Council on matters concerning the establishment, maintenance and operation of parks within the City. Also appoints the Lincoln Recreation Center Advisory Committee and the Conference Center Advisory Committee.

## Planning & Zoning Commission

Serves as a review board to recommend changes in the zoning ordinance to the City Council. Prepares and amends subdivision regulations and zoning ordinances. Makes studies and recommendations with regards to proposed annexations.

## Wolf Pen Creek Design Review Board

Makes recommendations to the Planning & Zoning Commission regarding each proposal for development in the Wolf Pen Creek Corridor District.

## Zoning Board of Adjustments

Hears and decides on appeals where it is alleged there is error in any order, requirement, decision, interpretation or determination made by the Zoning Official.

# Appointed Officials: Administrative Offices

## City Manager, 764-3510

The City Manager is appointed by and serves at the pleasure of the City Council. The City Manager serves as the chief administrative officer and is responsible to the City Council for proper administration of all City resources. The City Manager's role is a diverse one that has management as well as policy development components. The City manager is required to appoint and remove all officers and employees of the City as may be appropriate; to prepare the annual budget and be responsible for its administration after adoption; and advise the City Council of the future administrative and financial needs of the City. The City Manager assists the City Council in policy development by overseeing the formulation and implementation of the Strategic Plan and City Council agendas; and oversees the actions of Advisory Boards, City planning and fostering intergovernmental relations.



City Manager Tom Brymer

## Assistant City Manager, 764-3510

The Assistant City Manager reports to the City Manager and is authorized to act in his/her absence. The Assistant City Manager handles various special projects as assigned as well as supervises the Public Communications & Marketing Department, the Community Relations Department, the Community Development Department, Parks & Recreation, Development Services, Public Utilities and the Office of Technology and Information Services.

## City Secretary, 764-3541

The City Secretary serves as administrator for municipal elections and local registrar for vital statistics. This office is also responsible for City records, including City Council minutes, ordinances, resolutions, birth and death certificates, and cemetery files.



City Hall, 1101 Texas Avenue

## City Attorney, 764-3507

The City Attorney's Office responds to the legal needs of the City Council and supports the City Manager and City staff in the implementation of policies and procedures.

## City Judge, 764-3683

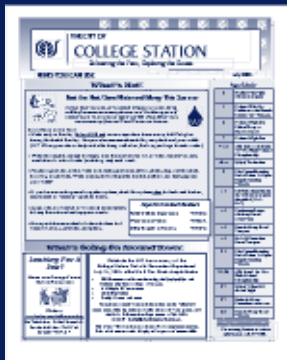
The Municipal Judge is the judicial branch of the City and handles all Class C Misdemeanors. The court also handles all Texas Alcoholic Beverage Commission (TABC) Class C violations.



The City Manager's Office publishes a monthly report, which summarizes important projects, special events and happenings within the City. The report is available in the City Manager's Office and the Public Communications and Marketing Office, or online at [www.ci.college-station.tx.us](http://www.ci.college-station.tx.us).

Subscribers to the City's NET NEWS Listserv also receive monthly notice when the report becomes available online.

**Above all,  
the City of College Station  
wants to be accessible and  
responsive to its citizens.**



**A variety of  
programs are  
utilized to inform  
citizens of City  
news and events  
and to seek  
involvement and  
input from  
the community.**

**[www.ci.college-station.tx.us](http://www.ci.college-station.tx.us)**

# **Public Communications & Marketing**

**Manager, 764-3768;**

**Assistant, 764-3445; fax 764-6258**

This department is responsible for proactive communication between the City of College Station and its citizens through a variety of communication tools, including:

- Local radio and television guest spots
- Informational print materials
- Cable Channel 19
- Citywide special events
- Free publications
- Local newspaper and magazine articles and advertisements
- Monthly utility bill inserts
- Email News Service
- Community meetings
- Televising City Council Meetings

The Public Communications & Marketing department is also responsible for marketing the City's services and programs in creative, innovative ways that appeal to the needs of its citizens, making it easy for everyone to be informed, involved and up-to-date on the work of our City government.

## **Publications**

A variety of publications, suited to multiple needs, are provided free of charge. Publications currently offered include the Annual Report, the Resident's Guide to City Services, a monthly insert in utility customer's billing statement and maps detailing City streets. The City also provides a "New Student" flyer, designed to help new Aggies settle in to the community. All publications are available by contacting the Public Communications Office, located in City Hall.

## **Television & Radio Access**

Cable Channel 19 is the City's Government Access Channel airing information about City events, programs and projects. City Council Meetings are broadcast live on this station every 2nd and 4th Thursday at 7:00 p.m. Shared with the C.S.I.S.D., Channel 19 is a valuable resource for local information. In addition, City staff speak on local radio station WTAW every Friday at 8:00 a.m. and make regular guest appearances on KBTX Channel 3 (Cable Channel 5) on both the morning and Noon shows.

## **In the Newspaper**

Citizens can also stay informed of City news and events via a monthly ad run on the first Wednesday of the month in The Eagle Region section and on the first Thursday of the month in The Battalion.

## **On the Web**

The City's web site, [www.ci.college-station.tx.us](http://www.ci.college-station.tx.us), has been accessed over 730,000 times, with visitors from as far away as Scandinavia, Asia and India. The web site contains important information such as meeting agendas and minutes, job postings, press releases, descriptions and responsibilities of City departments and services, and information about the community. The site also offers the opportunity to e-mail questions or concerns to the City Council and City staff.

# Development Services

## 764-3570

This Department is responsible for all forms of business and residential development within the City. This includes long-range and short-range planning, land use and building inspections.

### Development Engineering, 764-3570

Responsible for review and approval of all construction plans related to public and private infrastructure associated with private development. This includes streets, water, wastewater and drainage plans. Also responsible for floodplain management.

### Planning, 764-3570

Maintains a comprehensive planning program. Provides long- and short-range planning functions for the City Council, the Planning & Zoning Commission and other City divisions, and administers zoning and subdivision ordinances. Prepares and maintains estimates and projections of population, land use and related data. Land use is determined by the City's zoning ordinance. Any subdivision of land must be approved by the City according to Subdivision Regulations. Copies of the zoning ordinance, zoning map and subdivision regulations are available at City Hall.

### Building Inspections, 764-3741

Provides assistance in building design and construction to home owners, builders, architects and engineers to assure safe building environments. Building permits are required for construction other than ordinary minor repairs (repainting, reroofing up to 25% and the replacement of single items like windows or doors).

### Neighborhood Services, 764-6262

Services include registering and facilitating communication with neighborhood associations and leading neighborhood planning projects.

# Economic Development

## 764-3510; fax 764-6377

Responsible for facilitating the redevelopment, growth, diversification and development of the City's economy, and for helping expand the economy to provide for a growing tax base for the City.

The economic development department manages and develops public business centers to provide a high-quality environment for the recruitment and expansion of jobs and businesses in College Station.



Other Area Resources  
for Business  
Development:

B/CS Chamber  
of Commerce  
260-5200

Small Business  
Development Center  
260-5222

B/CS Economic  
Development  
Corporation  
260-1755

Service Corps of Retired  
Executives (SCORE)  
776-8876





Community Development  
Office

# Community Development

903 Texas Avenue

764-3778

This department encourages expansion and accessibility of human services through funding for non-profit organizations and programs, expanding and improving public facilities and infrastructure and providing economic opportunities for low to moderate income residents. Encourages the revitalization of declining commercial areas and properties. Provides for an adequate supply of safe and affordable housing, rehabilitation of existing residential property, and expanding ownership

## Financial Services

764-3555

Responsible for fiscal management of the City's finances and the following departments: Accounting, Risk Management, Purchasing, the Office of Management, Budget & Strategic Planning, and Municipal Court.

### Accounting, 764-3574; fax 764-3571

Responsible for processing, recording and reporting all financial transactions of the City. Includes Accounts Payable, Miscellaneous Billings and Collections, Miscellaneous Licenses and Permits (vendors/solicitor permits, taxicab permits), Payroll and Workers' Compensation Claims.

### Risk Management, 764-3572; fax 764-3899

Responsible for the protection of the City's property, equipment, and personnel through Loss Prevention, Safety and Insurance programs.

### Purchasing, 764-3823; fax 764-3899

Designated as the City's agency for all contracting and materials management, this division issues bid invitations, requests for proposals, and negotiates with suppliers on matters related to price, delivery and other contract commitments. Purchasing administers public auctions periodically to dispose of surplus/obsolete equipment. Vendor applications are available upon request. Bid listings are available on the City's web site:

[www.ci.college-station.tx.us/cbook/purchasing/bids/](http://www.ci.college-station.tx.us/cbook/purchasing/bids/)

### Office of Management, Budget & Strategic Planning, 764-3745; fax 764-3899

Responsible for budget preparation and evaluation, and management review of department operations for effectiveness and efficiency.

### Budget Documents

Each budget represents one fiscal year.

The City of College Station's fiscal year is October 1-September 30.

Citizens can obtain copies of the budget as well as the Strategic Plan and annual Citizen Survey by contacting the Financial Services Office.

# Municipal Court

2611-B Texas Avenue South

764-3683; fax 764-3894

Credit card payments, 888-643-8036

Handles all Class C misdemeanors, which include traffic and parking violations, assault, theft under \$50, public intoxication, violations of City ordinances and stray animal cases. The Court also handles all Texas Alcoholic Beverage Commission (TABC) Class C violations.

## *Payment of Fines / Driving Safety Courses*

Defendants may be able to dispose of their case by making payment of the standard fine. Fines may be paid by mail or at the front window of the court. The court accepts cash, checks and money orders. Credit card payments may be made via the toll-free number listed above. Defendants receiving a citation for a traffic offense may be able to attend a driving safety course for dismissal of that offense. To request deferred adjudication (probation), you must appear before the judge or send a written request to his/her attention at the address listed above.

## *Appearing Before the Judge*

Defendants may appear before the judge in walk-in arraignment sessions to enter a plea to their citation. Arraignment sessions are held on Mondays, 1:00 p.m.; Thursdays, 10:30 a.m.; and Fridays at 9:30 a.m. You should arrive at the court 15 minutes prior to the session and check in at the front window.

Defendants under the age of 17 (under the age of 18 for cases involving an alcoholic beverages charge) must enter pleas in person, accompanied by a parent or guardian. Those who plead "Guilty" or "Nolo Contendere" (no contest) to the charge(s) may also request that their punishment be decided by the City's *Teen Court* program.

## **Teen Court, 764-3499**

College Station offers an alternative juvenile court known as Teen Court. This is for first-time Class C Misdemeanor offending juveniles ages 12 through 19, enrolled in school full-time. Teens must plead guilty or no contest to the offense and complete all requirements such as community service, jury service, personal apology and possible educational courses. Completing the program allows the offense to be dismissed from the juvenile's permanent record, allowing him/her a second chance.

This program uses teens to serve as jurors, attorneys, bailiffs and court clerks with a volunteer attorney serving as the Teen Court Judge. Teen Court must be requested and agreed upon by the juvenile and his/her parents.

For information regarding traffic fines, tickets, and citations that you wish to contest, contact the Municipal Court Office at 764-3683, currently located at 2611-B Texas Avenue, next to the Police Department.



The new College Station Municipal Court Building will open in Summer 2003! Its new location will be 300 Krenk Tap Road, next to the Utility Customer Service Building.





# Office of Technology & Information Services

310 Krenek Tap Road  
764-3457; fax 764-3664

## Utility Customer Service

764-3535

## ePay

764-3729

## Report Power Outages/Utility Repair Hotline

764-3638

## General City Information

764-3500

Responsible for for the Utility Customer Services Division, which handles all utility connects, disconnects, billing and collections. This department is also responsible for the internal technology and communications that support the City's day-to-day operations and ability to communicate by mail, telephone, radio and computers. This includes the Management Information Services (MIS), Geographic Information Services (GIS), Print/Mail and Technical Communications. Cable television and gas franchises are managed through this department.

## Utility Customer Services, 764-3535

*Connects/disconnects and utility billing information*

Utility Customer Service provides billing services for electric, water, sewer, garbage and drainage.

## Applications

Applications for these services may be made by phone, mail, fax, in person or online at <http://epay.ci.college-station.tx.us>. Accounts may be listed in one name only and the person whose name appears on the account is responsible for the payment of bills, deposits and other charges that may appear on the bill. A connect fee for electric and water service is required for all accounts and will be billed on the first bill.

## Deposits

A utility deposit is no longer required to establish an account, however all accounts are monitored to ensure a prompt payment record. This is defined as 2 or less late payments within the most recent 12-month period. Accounts that do not meet this criteria will be billed a deposit.

## Payments

Customers have 15 days from the date the bill is mailed to make payments. Payments must be **received** by the due date to avoid an additional fee. Payments can be made in person at our Customer Service Center located at 310 Krenek Tap Road. Payments can be deposited after 5:00 p.m. in the night deposit located in the drive through facility. Payments can also be made by mail, bankdraft, or by using a credit card online, by phone or at the utility counter. Services disconnected for non-payment will not be restored



Utility Customer Service Building  
310 Krenek Tap Road

until all past due balances have been paid.



## Online or Telephone Account Information & Payments

<http://epay.ci.college-station.tx.us> or 764-ePAY

24-hour access to your utility account over the telephone or Internet. Obtain current balance, due date and balance detail information. Payments can be made using Mastercard, Visa or Discover. Payments made through either system will be posted to your utility account within 24 to 36 hours. In addition, customers may request notification of the availability of their current bill via email rather than receive a bill in the mail. To sign up for this service, send your email address to [bherr@ci.college-station.tx.us](mailto:bherr@ci.college-station.tx.us) or call 764-3535.

## Bank Drafting and Budget Billing

Other services offered include Bank Drafting and Budget Billing. When on bank draft, you will receive your utility bill for auditing purposes, but the funds will be transferred from your checking account on your due date. Budget Billing is available to customers who have established at least 12 months history at their current service location. A monthly average is determined using the prior year's billing history. Call 764-3535 for more information and to obtain a sign up form or print one from our web site at <http://epay.ci.college-station.tx.us>.

## Meters and Meter Reading

The property of the City, meters are not to be turned on or off except by authorized City employees. Unauthorized connection of a meter is illegal under state law. The City has the right of access to meters whenever necessary. Meter reading personnel read each electric and water meter monthly. If your gate is locked, or you have dogs that would pose a threat to our readers, please make sure adequate access is provided on your read days.



## Human Resources

**764-3517; fax 764-3800**

Human Resources is responsible for accepting and reviewing applications for employment, maintaining employee records, administering compensation, health insurance, retirement and other benefits programs, employee development, employee and applicant testing and accommodations for citizens with disabilities.

## Job Line and Online Job Listings

Information for all available jobs with the City of College Station can be obtained via the job line, **764-3704**, or at the following web site 24 hours a day: [www.ci.college-station.tx.us/jobline/cstx.htm](http://www.ci.college-station.tx.us/jobline/cstx.htm).

Jobs are also posted on Cable Channel 19. Applications for current and future openings are accepted. However applicants who are interested in a position that is not currently open should check back regularly as applications are maintained for six months. If your application is on file, you may call and ask to be considered for positions as they become available.



"Pump-House" - College Station  
Central Park



Adamson Lagoon



# Parks & Recreation

1000 Krenek Tap Road - Headquarters  
764-3486; fax 764-3737

Sponsors a variety of organized athletic, instructional and aquatic programs as well as many special events throughout the year.

Park maps are available at the office in Central Park.

College Station's outdoor recreational facilities' information can be found online at [www.ci.college-station.tx.us](http://www.ci.college-station.tx.us).

- ★ Central Park Softball Complex, 764-3486
- ★ Adamson Lagoon, 764-3735
- ★ Hallaran (Southwood) Pool & Tennis Center, 764-3787
- ★ Thomas Pool, 764-3721
- ★ Wolf Pen Creek Park & Amphitheater, 764-3408
- ★ Veterans Park & Athletic Complex, 764-3486

## Xtra Education, 764-3486

Offers a variety of fun and educational classes to all community members. Classes are held at various locations throughout College Station.

## Conference Center, 764-3720

1300 George Bush Drive

Offers seven meeting rooms, a kitchen, gallery and two patios that can be rented for parties, meetings, seminars, exhibits and conventions.



## Senior Programs, 764-6371

Recreation and leisure classes for older adults and recently retired individuals. For a complete listing of all classes look in the Xtra Education brochure, which is published in January and September.

## The "Exit" Teen Center, 764-3441

1600 Rock Prairie Road

Provides 7th-12th graders with a place of their own, featuring a meeting room, computers with Internet access and a club room, which is equipped for dances and has a snack bar. During summer months, teens can enjoy field trips, rock climbing and team building through the EXtreme EXIT program.

## **Kids Klub, 764-3831 or 764-5430**

An after-school recreation enrichment program for elementary and middle school students in College Station. Hours are from 3:15 p.m. to 5:45 p.m. only on school days. The program operates at each elementary and middle school.

## **Lincoln Recreation Center, 764-3779**

1000 Eleanor Street

Offers many recreational and instructional programs for all age groups, including a computer lab and lending library. The Boys and Girls Club of the Brazos Valley operate out of the Center as well.

## **Adamson Lagoon, 764-3735**

1900 Anderson in Bee Creek Park

A family waterpark complete with waterslides, concessions and a variety of other attractions for the whole family. Open from late May through August.

## **Wolf Pen Creek Park, 764-3408**

1015 Colgate Street

Located in the Wolf Pen Creek Corridor, an ongoing development, this park features scenic walkways, a children's playground and a concert-sized amphitheater.

## **Veterans Park & Athletic Complex, 764-3486**

3101 Harvey Road

A 150-acre park currently in development. Phased construction will accommodate the growing needs of the community. Upon completion, the park will have nine adult softball fields, 13 adult soccer fields, two pavilions and a stunning memorial commemorating Brazos Valley Veterans.

## **City Cemetery, 764-3738**

2530 Texas Avenue

Since 1948, the City has owned and maintained the College Station City Cemetery. Information on the purchase of spaces, the endowment fund and the governing ordinance is available at the number listed above.

## **Park Usage - Rentals, 764-3486**

Picnic pavilions and athletic fields may be rented at the Parks & Recreation Department Headquarters.

All reservations are made on a first-come, first-served basis. Payment must be made in advance when making the reservation.



Park Pavilion Rentals	Capacity
Central Park	200
Southwood	300
Bee Creek	100
Oaks	50
Thomas	30
Central Softball	N/A

# Parks & Recreation

1000 Krenek Tap Road  
764-3486; fax 764-3737



Fees are very reasonable and pavilions book quickly. Call early to reserve your special date.




A new veterans memorial and regional athletic complex is under construction and will soon be open at 3101 Harvey Road.



## Park Rules

- ★ Advertising in City parks is prohibited.
- ★ Community park curfew: 1:00 a.m. - 5:00 a.m.
- ★ Neighborhood park curfew: 11:00 p.m. - 5:00 a.m.
- ★ Pets must be on leashes at all times (except Lick Creek Park).
- ★ All wildlife in City parks is protected.
- ★ It is unlawful to litter in City parks.
- ★ It is unlawful to cut or destroy vegetation.
- ★ All vehicles must park in designated areas.
- ★ It is unlawful to swim in park ponds.
- ★ All firearms and airguns are prohibited.
- ★ All vendors must have an approved permit.
- ★ No campfires, dunking booths, livestock or off-road vehicles allowed in parks.
- ★ Tents must be pre-approved and location coordinated with parks staff.
- ★ Golfing or "practice driving" of golf balls is prohibited.
- ★ Please obey all "Field Closed" signs.
- ★ Glass beverage containers are prohibited.

# College Station Parks System Inventory

	PARK TYPE	ACREAGE	RESTROOMS	SHELTERS	PAVILIONS	PICNIC UNITS	PLAY UNITS	OPEN PLAY AREA	PONDS	NATURE TRAIL	JOGGING/WALK	EXERCISE STATION	BASKETBALL	SOCCER FIELDS	SOFTBALL FIELDS	BASEBALL FIELDS	TENNIS COURTS	VOLLEYBALL CRT	SWIMMING POOL	PARKING SPACES	PUBLIC ARTS	○ Lighted Facilities ● Unlighted Facilities
ANDERSON	N	8.94	○	○			●	●			●		●	●						30		
ARBORETUM		17.00			●				●	●												
BEE CREEK	C	26.50	○		○	●	●	●							○		○	●	○	237		
BILLIE MADELEY SITE	N	5.14																				
BRISON	N	9.20						●			●									10		
BROTHERS POND	N	16.12		●		●	●	●	●	●	●	●	●									
CASTLEGATE	N	4.35		○			●			●			●				○					
CEMETERY		18.50																				city cemetery
CENTRAL	C	47.20	○	○	○	●	○	●	●	●	○		●	●	○			○	●	297		park office
CONFERENCE CENTER		2.30	○																	76		annex
CY MILLER	M	2.50		●		●		●	●		●										○	police dept.
EASTGATE	M	1.80						●													○	
EDELWEISS	N	12.30		●			●						●					●				
EDELWEISS GARTENS	N	7.74																				
EMERALD FOREST	N	4.59				●	○				●		○									
GABBARD	N	10.70		●		●	●	●	●		●											
GEORGIE K. FITCH	N	11.30		●		●	●	●					○									
HENSEL (TAMU)	N	29.70	○	●	○	●	●	●			●	●	●	●				●		70		TAMU
JACK & DOROTHY MILLER	N	10.00		●		●	●	●			●	●	●	●								
LEMONTREE	N	15.40				●	●	●			●		●		○					30		undeveloped
LICK CREEK	R	515.50								●												
LIONS	M	1.50				●	●						○							10		
LONGMIRE	N	4.16				●																
LUTHER JONES	M	1.80						●														
MERRY OAKS	N	4.60				●	●	●			●		●									
OAKS	N	7.50	○		○	●	●	●			●		●					○				
PARKWAY	M	1.90				●	●	●												6		
PEBBLE CREEK	N	10.20		●		●	●	●			●		●	●	●							
RAINTREE	N	13.00		●		●	●				○							●				
RICHARD CARTER	N	7.14						●													○	historical site
SANDSTONE	N	15.21		●			●	●			●		●	●						48		
SHENANDOAH PARK SITE	N	10.12																				undeveloped
SOUTHEAST COMM. PARK	C	62.00																				undeveloped
SOUTHWEST PARK SITE	N	4.78																				undeveloped
SOUTHWOOD ATHLETIC	C	44.70	○		○		○	●					○	○		○	○	●	○	544		teen center
STEEPLECHASE SITE	N	9.00																				undeveloped
THOMAS	C	16.10			○	●	●	●			○	●	●	●			○		○	27		
UNIVERSITY PARK SITE	N	10.20																				undeveloped
VETERANS ATHLETIC PK.	RA	150.00	○		○									○●	○						○	
W.A. TARROW	RC	21.26	○	○		●	○	●			●		○							200		corridor
WESTFIELD	N	4.29																				undeveloped
WINDWOOD	M	1.37				●	●															
WOLF PEN CREEK	C	19.49	○	○	○	●	○	●	●		●							○		36		amphitheater
WOODCREEK	N	6.60				●	○	●			●		○					○				
WOODLAND HILLS	N	3.21																				undeveloped
WOODWAY PARK SITE	N	9.26																				undeveloped

## PARK TYPE:

- M - Mini Park
- N - Neighborhood Park
- C - Community Park
- R - Regional Park
- RA- Regional Athletic Park

The Parks & Recreation Department reserves all concession rights.

Cemetery and Conference Center are not included in the acreage.

\* Hensel Park is not included in the total acreage for community parks.

## PARK SUMMARY

Quantity	Type of Parks	Total Acreage
7	Mini Parks	14.07
26	Neighborhood Parks	233.72
8*	Community Parks	254.25
1	Regional Natural Park	515.50
1	Regional Athletic Park	150.00

**The City of College Station is committed to serving its citizens in the event of an emergency.**

**Although we hope you never need to use the following information, please keep it handy, and instruct children on the proper use of emergency numbers.**



## ***Emergency Only***

# **911**

911, a free call from any telephone, will contact dispatch for both Police and Fire/EMS.

Callers should be prepared to give the location of the emergency and details.

**This is an emergency only line.** Non-emergency calls should be made to the appropriate dispatch number, 764-3600 for Police, 764-3700 for Fire/EMS.

# **Police Department**

**2611-A Texas Avenue**

**764-3600; fax 764-3468;**

**Emergency only - 911**

### **Administrative Services Division, 764-3605**

Responsible for the preparation and monitoring of departmental budgets; management and maintenance of accreditation files and supervision, and management of the accreditation functions within the department.

### **Uniformed Division, 764-3600**

Responsible for answering calls for service, traffic enforcement, accident investigation, preventative patrol and school crossing functions.

### **Criminal Investigations Division, 764-3616**

Handles the follow-up investigations of most criminal offenses. Contains investigations, criminal intelligence and the crime-scene technician unit.

### **Information Services Division, 764-3636**

Handles the department's central records, computer systems, data analysis (crime and traffic) and evidence activities.

### **Professional Standards Division, 764-3611**

Responsible for recruiting, selection, initial training, in-service training for both sworn and civilian members of the department, internal affairs investigations, media relations, and special projects as assigned by the Chief of Police.

### **Special Services Division, 764-3600**

Responsible for crime prevention services, the Citizens' Police Academy, the volunteer program, the DARE program and school resource officers, and animal control services.

### **Public Safety Communications Division, 764-3600 - *Non Emergency***

Responsible for all public safety communications functions for the City as well as the department holding facility. This includes answering emergency 911 calls, taking citizen requests for service and dispatching patrol units, fire apparatus, and emergency medical services as appropriate, and for providing instruction in medical emergencies via the "Emergency Medical Dispatch" (EMD) function.

# Fire Department

1207 Texas Avenue

764-3705; fax 764-3403

Emergency only - 911;

Fire/EMS Dispatcher, 764-3700



**Fire Station 1 - 304 Holleman East**

**Fire Station 2 - 2100 Rio Grande**

**Fire Station 3 - 4180 Highway 6**

**Fire Station 4 - 1550 George Bush Drive W.**

## **Community Enhancement, 764-6363**

Responsible for enforcement of premise codes regarding community appearance, health and safety, illegal dumping, junk vehicles, violations of the sign ordinance and solid waste containers left curb side.

## **Fire Prevention & Investigation, 764-3705**

Responsible for inspecting new and existing structures, both residential and commercial, and educating the community in fire prevention and safety. Also establishes the cause and origin of all fires within city limits.

## **Operations Division, 764-3705**

Responsible for daily delivery of emergency services, such as fire suppression, Advanced Life Support (ALS) medical service and transport, and hazardous materials incident response.

## **Parking Enforcement, 764-6363**

Enforces all on- and off-street parking regulations, including fire lanes and handicapped dedicated parking. Responsible for operation of the Northgate Promenade Parking Lot and the College Main Parking Garage.

## **Public Education, 764-3712**

Educates the community in fire prevention and safety, including the use of fire extinguishers. Offers classes and tours of the fire stations to the public.

## **Emergency Management, 764-6210**

Coordinates efforts for mitigation, preparedness, response and recovery, and planning for natural and man-made disasters. Provides preparedness information to citizens and coordinates City participation in the Interjurisdictional Emergency Management Plan.

## **Training Division: Fire - 764-3505**

Responsible for establishing in-house training for fire, EMS, hazardous materials and fire prevention personnel.

## **Research & Planning and Public Information, 764-3708**





this

# Public Works

## 2613 Texas Avenue

### 764-3690

Responsible for sanitation services, streets, drainage maintenance, traffic signals, signs and markings, fleet services, facility maintenance and engineering. Report any repairs or outages of traffic signals to department.

#### **Sanitation, 764-3690**

A Clean Texas Member, the City of College Station has a commitment to waste reduction and recycling. In 2001, we reduced the amount of waste going to the landfill from our residences by 25% from curbside recycling and clean, green brush.

#### **Residential Services, 764-3690**

##### **Automated Garbage Collection (Single Family Homes & Duplexes)**

Provided once a week. Each home or duplex is provided with an automated garbage cart that the resident rolls out to the edge of the curb (not into the street) by 8:00 a.m. on the scheduled day of garbage collection. The arrows on top of the container should be facing the street. Make sure no vehicles or other items block access to the container or it can not be emptied. Within 12 hours after collection, remove the cart from the curb back to the house or garage. This is a requirement (City Ordinance) to keep the appearance of neighborhoods clean and neat, and as a safety issue.



##### **Curbside Recycling Collection, 764-3690**

Provided once a week. Each home, duplex and fourplex is provided with clear bags to use for recycling. Items accepted are newspapers and magazines, aluminum cans and steel food cans, sorted glass (clear and brown), lead acid car batteries and some plastics. Each material and color of glass must be separated into a different bag. Some plastics, such as soft drink/water bottles (clear and green) and milk/water jugs (natural color), may be placed together in the same bag. Place the filled and secured bags at the edge of the curb by 8:00 a.m. on your scheduled recycling collection day. To order more bags, use the yellow tag and place it on your newspaper recycling bag or call Texas Commercial Waste at 775-7171 or Public Works.





## **Clean Green Yard Waste/Bulky Item Collection, 764-3690**

Provided once a week, on the same day as recycling. Place both Clean Green yard waste and bulky items at the edge of the curb by 8:00 a.m. on your scheduled yard waste/bulky item collection day. Clean Green yard waste includes brush and tree trimmings and needs to be piled separately, free from any garbage or bulky items. Tree limbs should be cut and bundled into four-foot lengths. Bulky items include kitchen appliances, furniture or other large items that do not fit in the garbage cart. Please flatten all cardboard boxes before placing them out for collection.

## **Other Recycling Services for Residents, 764-3690**

### **Public Used Motor Oil and Filter Recycling Center**

Used motor oil and filters can be taken to the Used Oil Recycling Center located at the Public Works Building, 2613 Texas Avenue (behind the Police Department). Recycling is now the only proper and legal method of disposal for used motor oil and filters. These items are banned from the landfill, so you can't put them in your garbage cart or dumpster.

### **Streets and Drainage Maintenance, 764-3690**

Residential rehabilitation, as a maintenance program, is completed on an annual basis, and includes concrete curb and gutter repair work, asphalt overlays and street repairs. Street maintenance programs also include repairing potholes, crack sealing, failure repair and street sweeping, as well as providing care and maintenance of the drainageways through a mowing program, a herbicide program and creek cleaning.

### **Traffic Signals, Traffic Signs and Street Markings, 764-3691; 764-3638 (after hours)**

Provides public safety for the motoring public, bicyclists and pedestrians through an aggressive maintenance program and timely emergency response, available 24 hours a day.



# Brazos Valley Solid Waste Management Agency

7600 Rock Prairie Road  
764-3806

The landfill receives an average of 600 tons of waste per day and covers an area of 120 acres!

BVSWMA is a joint solid waste management agency formed by the Cities of College Station and Bryan. BVSWMA is responsible for operating the publicly-owned Rock Prairie Road Landfill, which serves a 14-county region.

## Landfill, 764-3832

Located at 7600 Rock Prairie Road, 2.5 miles east of State Highway 6. Residential customers with a current, paid College Station or Bryan solid waste utility bill receipt may take garbage to the landfill, free of charge. Commercial and non-College Station/Bryan residential solid waste customers pay a tipping fee of \$23.50 per ton. There is a \$6.00 minimum fee for all loads. All loads must be properly secured and covered to prevent spillage from the transport vehicle. Additional fees may be assessed for unsecured loads.

The landfill will accept most household garbage. Landfill hours of operation are Monday - Friday 7:00 a.m. to 5:00 p.m. and Saturday 7:00 a.m. to 1:00 p.m. We cannot accept **liquid paints, lead acid batteries, or friable or regulated asbestos**. These items can be recycled at the Household Hazardous Waste Collection. Used oil/oil filters can be recycled at the Used Motor Oil & Filter Collection Center, located by the main gate. No more than **5 gallons of oil, no business oil, and no gasoline or antifreeze** may be disposed of at one time.

## Hazardous Waste Collections, 764-3809

BVSWMA sponsors two Household Hazardous Waste Collection events each year: one in the Spring and one in the Fall. Household hazardous wastes include motor oil, oil filters, antifreeze, paints, paint thinner, stains, cleaners, aerosols, batteries, pesticides and herbicides.

## Appliance Recycling Center, 764-3832

The White Goods Recycling Center is open during landfill hours of operation. Non-freon using kitchen appliances, washers and dryers are accepted for recycling at the Rock Prairie Road Landfill, free of charge for College Station and Bryan residents (bring a current paid utility bill receipt). Refrigerators, freezers, air conditioners and other appliances that require the extraction of freon will be accepted at a fee of \$10 per item.

## Master Composter Program & Compost Demonstration Gardens, 764-3806

Backyard composting is a great way to reduce the amount of household waste going to the landfill by recovering the nutrients in grass clippings, leaves, tree and shrub trimmings, and food scraps to help maintain healthy soil and plants. BVSWMA sponsors the Brazos Valley Compost Corps Master Composter Program. Courses are offered twice each year, in the Spring and Fall. BVSWMA has two compost demonstration gardens in the College Station/Bryan area. The sites contain commercially available and constructed compost bins as well as information regarding the benefits of composting

# Public Utilities

1601 Graham Road  
764-3660

## Utility Repair/24-Hour Dispatch, 764-3638

Responsible for providing electric, water and wastewater service.

The dispatch service does not have access to utility billing information.

Questions regarding individual customer bills should be directed to Utility Customer Service at 764-3535.

## Electrical Transmission & Distribution, 764-3660

Provides the construction of facilities needed to extend electrical service to new consumers, perform repairs and maintenance as needed to maintain the electric system, and installs and maintains street lights and rental lights.

## Water Production, 764-3660

Operates and maintains the City's five water wells, which have a combined capacity of over 18 million gallons per day. The "Superior" rated system includes over 13 miles of transmission line, 6 wells, one transfer pump and one high service pump station. Group tours are available upon request.

## Wastewater Treatment, 764-3665

Operates and maintains two wastewater treatment plants. The Carter's Creek and Lick Creek Wastewater Treatment Plants have a combined capacity of 11 million gallons per day. Group tours of these facilities are available upon request.

## Energy Conservation, 764-3724

Committed to encouraging and helping customers use energy wisely. Also provides professional and helpful customer service to utility customers and makes all citizens aware of the need for energy conservation. Maintains a library of pamphlets and information on a variety of energy-related topics.

## Audits & Information, 764-3724

Conducts free residential and commercial energy surveys to evaluate how each home or business uses electricity. The auditor will suggest methods to improve energy conservation. Citizens receive estimates of the cost of the recommended improvements and possible energy cost-savings.

## Environmental Services, 764-3660

Responsible for mapping the City's water and wastewater infrastructure, water quality sampling for the water distribution system and maintaining the backflow prevention and cross-connection control program. Also provides education and tours to the public regarding water and wastewater issues in College Station.



**This division maintains over 13 miles of electric transmission lines, 4 electrical substations and nearly 300 miles of overhead and underground electric distribution lines.**



# Other Important Numbers

<b>City of College Station Information</b>	<b>764-3500</b>
<b>Texas A&amp;M University Information</b>	<b>845-3211</b>
<b>Brazos County Information</b>	<b>775-7400</b>
<b>Brazos County Animal Shelter</b>	<b>775-5755</b>
<b>Brazos County Tax Office</b>	<b>361-4470</b>
<b>American Red Cross</b>	<b>776-8279</b>
<b>Convention &amp; Visitors Bureau</b>	<b>260-9898</b>
<b>Chamber of Commerce</b>	<b>260-5200</b>
<b>College Station Public Library</b>	<b>764-3416</b>
<b>College Station ISD Administration</b>	<b>764-5400</b>
<b>College Station Post Office</b>	<b>693-4152</b>
<b>College Station Conference Center</b>	<b>764-3720</b>
<b>Verizon</b>	<b>800-483-4000</b>
<b>Oncor Gas</b>	<b>800-460-3030</b>
<b>Cox Cable/Internet</b>	<b>846-2229</b>
<b>Department of Public Safety</b>	
<b>Driver's License Office</b>	<b>776-3110</b>
<b>Road Conditions/Weather Related Closings</b>	<b>800-452-9292</b>
<b>Social Security Office</b>	<b>846-3768, 800-772-1213</b>